

**SECTION 01 00 00  
GENERAL REQUIREMENTS**

**TABLE OF CONTENTS**

1.1 GENERAL INTENTION.....	1
1.2 STATEMENT OF BID ITEM(S) .....	3
1.3 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR .....	13
1.4 CONSTRUCTION SECURITY REQUIREMENTS .....	13
1.5 FIRE SAFETY AND OSHA SAFETY PLAN .....	16
1.6 OPERATIONS AND STORAGE AREAS.....	19
1.7 ALTERATIONS .....	23
1.8 INFECTION PREVENTION MEASURES .....	25
1.9 DISPOSAL AND RETENTION.....	28
1.10 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS .....	30
1.11 RESTORATION.....	31
1.12 PROFESSIONAL SURVEYING SERVICES .....	32
1.13 LAYOUT OF WORK.....	33
1.14 AS-BUILT DRAWINGS.....	34
1.15 USE OF ROADWAYS .....	34
1.16 TEMPORARY USE OF MECHANICAL AND ELECTRICAL EQUIPMENT .....	35
1.17 TEMPORARY USE OF EXISTING ELEVATORS.....	36
1.18 TEMPORARY USE OF NEW ELEVATORS.....	36
1.19 TEMPORARY TOILETS.....	37
1.20 AVAILABILITY AND USE OF UTILITY SERVICES.....	38
1.21 NEW TELEPHONE EQUIPMENT .....	39
1.22 TESTS .....	40
1.23 INSTRUCTIONS .....	40
1.24 GOVERNMENT-FURNISHED PROPERTY .....	41

1.25 RELOCATED EQUIPMENT OR ITEMS .....	42
1.26 SAFETY SIGNS .....	43
1.27 HISTORIC PRESERVATION.....	43

**SECTION 01 00 00  
GENERAL REQUIREMENTS**

**1.1 GENERAL INTENTION**

- A. Contractor shall completely prepare site for building operations, including demolition and removal of existing structures, and furnish labor and materials and perform work for the construction of the project to be known as **Expand Primary Care/Specialty Care; Reconfigure Support Space** as required by drawings and specifications.
- B. Visits to the site by Bidders may be made only by appointment with the Contracting Officer.
- C. Offices of **HDR Architecture, Inc.**, as Architect-Engineers, will render certain technical services during construction. Such services shall be considered as advisory to the Government and shall not be construed as expressing or implying a contractual act of the Government without affirmations by Contracting Officer or his duly authorized representative. Contractors shall not contact the A/E.
- D. Before placement and installation of work subject to tests by testing laboratory retained by the Contractor, the Contractor shall notify the Contracting Officer's Representative (COR) in sufficient time to enable testing laboratory personnel to be present at the site in time for proper taking and testing of specimens and field inspection. Such prior notice shall be not less than 3 work days unless otherwise designated by the COR.
- E. All employees of general contractor and subcontractors shall comply with VA security management program and obtain permission of the VA Police, be identified by project and employer, and restricted from unauthorized access.
- F. Prior to commencing work, general contractor shall provide proof that an OSHA 30 certified "competent person" (CP) (29 CFR 1926.20(b)(2)) will maintain a presence at the work site whenever the general or subcontractors are present.
- G. Training:
  - 1. All employees of general contractor or subcontractors shall have, at a minimum, the 10-hour OSHA certified Construction Safety course and other relevant competency training, as determined by VA CP with input from the Infection Control Risk Assessment (ICRA) team.

2. Submit training records of all such employees for approval before the start of work.
  3. Notice to proceed will be issued not less than 2 weeks after receipt of bonds; time extensions will not be granted because of the need for training.
- H. All contractor employees working on this project will be required to obtain and wear, while on VA property, a VA picture identification badge. The badge will only be issued to those employees having the appropriate OSHA Construction Safety Cards. The badges must be requested 2 weeks in advance of working on site and will be issued free of charge by the VA. All ID badges must be returned upon contract completion. There will be a \$200 charge for each ID badge not returned at the end of the contract.
- I. Project Acceptance (Substantial Completion):
1. The acceptance of a project for substantial completion is to include the following:
    - a. The completion of all items to meet the criteria of the contract drawings and specifications to the satisfaction of the COR. Items for correction may be considered to be punch list items, as determined by the COR, if the COR finds them to be minor in correction. Value for the corrections will be held by the VA, as determined by the COR, until all corrections are completed to the satisfaction of the COR.
    - b. The VA will not accept a project, or phase of a project as determined by contract documents, as substantially complete until a complete passing test and balance report of the HVAC system has been submitted and accepted as complete and passing by the COR. It is recommended that the HVAC system be completed with sufficient time to make corrections to submit a passing report. A time extension to the contract will not be considered for corrections to the HVAC system that are determined by the COR to be installation or design errors if within the contract.

**1.2 STATEMENT OF BID ITEM(S)**

- A. ITEM I, GENERAL CONSTRUCTION: This work is for the purpose of the construction of a new building that will house the main Kitchen and Dining Room facilities for the St. Cloud Veterans Affairs Health Care campus. This new building will also house offices for the Nutrition & Food Services Management Staff. After the completion and activation of the new Kitchen building, portions of the space in Building 4 (current Kitchen Building) will be remodeled for Clinic Space. Work includes general construction, installation of equipment, alterations, mechanical and electrical work, utility systems, and certain other items as described in the contract drawings and specifications. Multiple phases of construction work will be required to maintain the functionality of adjoining work spaces throughout the project work. Preservation of areas designated as "clean" or "sterile", including requirements of air pressure and volumes of air exchanges, shall receive paramount consideration in all work phases. Air exchanges and pressures required by VA Design Standard shall be maintained in required spaces throughout the project. Please note that, due to the phasing required to maintain building and campus functionality, there may be a considerable number of events of construction work required to be performed outside of the normal 8:00 a.m. to 4:30 p.m. shift.
- B. See Section 01 22 00 UNIT PRICES for unit prices that is required on the Bid Form.
- C. ALTERNATES (ALT) are listed in priority, and will be taken in the following order.

ALT DEDUCT A

BASE BID

ALTERNATE NO. 10 - DELETE ALL SHOWN IN VOLUME 2  
DRAWINGS

Minus

ALT NO. 10

ALT DEDUCT A - BID

ALT. DEDUCT B

BASE BID

ALTERNATE NO. 1. - RESIZE ALL NEW WINDOWS IN  
CORRIDOR 101. SEE DETAIL G1 & G3/AS-31 FOR NEW SIZE  
AND CONFIGURATION.

Minus

ALT NO. 10

Minus

ALT NO. 1

ALT DEDUCT B - BID

ALT. DEDUCT C

BASE BID

ALTERNATE NO. 2. - RESIZE ALL WINDOWS AROUND  
PERIMETER OF BUILDG, REFER TO DETAIL G1 & G3/AS-30  
FOR NEW CONFIGURATION

Minus

ALT NO.10

Minus

ALT NO. 1

Minus

ALT NO. 2

ALT DEDUCT C - BID

ALT. DEDUCT D

BASED BID

ALTERNATE NO. 3. - OMIT FULLY ADHERED EPDM ROOF  
SYSTEM AND INSTALL BALLASTED EPDM ROOF SYSTEM.

Minus

ALT NO. 10

Minus

ALT NO. 1

Minus

ALT NO. 2

Minus

ALT NO. 3

ALT DEDUCT D - BID

ALT. DEDUCT E

BASED BID

ALTERNATE NO. 4 OMIT ALL WINDOWS WITH AN '\*'  
ASSIGNED TO WINDOW TAG.

Minus

ALT NO. 10

Minus

ALT NO. 1

Minus

ALT NO. 2

Minus

ALT NO. 3

Minus

ALT NO. 4

ALT DEDUCT E - BID

ALTERNATE DEDUCT F

BASED BID

ALTERNATE NO. 5 CHANGE FLOOR MATERIAL QT-1 TO FLUID  
APPLIED FLOORING (RES-6A & RES-6B) IN NOURISH ROOM  
014, HOUSE KEEPING AID ROOM 015, RECEIVE/RETURN ROOM  
016, NOURISH REF 017, FREEZER 018, REF 019, & DRY  
STORAGE 020 ON BASEMENT LEVEL,SEE FINISH PLANS.

Minus

ALT NO. 10

Minus

ALT NO. 1

Minus

ALT NO. 2

Minus

ALT NO. 3

Minus

ALT NO. 4

Minus

ALT NO. 5

ALT DEDUCT F - BID



ALTERNATE DEDUCT G

BASED BID

ALTERNATE NO. 6 CHANGE FLOOR MATERIAL QT-3 AND QT-4  
TO VCT PER DINING ROOM 102 ON FIRST FLOOR LEVEL, SEE  
FINISH PLANS.

Minus

ALT NO. 10

Minus

ALT NO. 1

Minus

ALT NO. 2

Minus

ALT NO. 3

Minus

ALT NO. 4

Minus

ALT NO. 5

Minus

ALT NO. 6

ALT DEDUCT G - BID

ALTERNATE DEDUCT H

BASED BID

ALTERNATE NO. 7 OMIT GYPSUM CEILING & REPLACE WITH  
ACOUSTICAL CEILING TILE A.C.T. PER DRAWING D1/AS-04.

Minus

ALT NO. 10

Minus

ALT NO. 1

Minus

ALT NO. 2

Minus

ALT NO. 3

Minus

ALT NO. 4

Minus

ALT NO. 5

Minus

ALT NO. 6

Minus

ALT NO. 7

ALT DEDUCT H - BID

ALTERNATE DEDUCT I

BASED BID

ALTERNATE NO. 8 CHANGE FLOOR MATERIAL QT-1 TO FLUID  
APPLIED FLOORING (RES-6A & RES-6B) IN FOOD PREP ROOM  
143 ON FIRST FLOOR LEVEL, SEE FINISH PLANS.

Minus

ALT NO. 10

Minus

ALT NO. 1

Minus

ALT NO. 2

Minus

ALT NO. 3

Minus

ALT NO. 4

Minus

ALT NO. 5

Minus

ALT NO. 6

Minus

ALT NO. 7

Minus

ALT NO. 8

ALT DEDUCT I - BID

ALTERNATE DEDUCT J

BASED BID

ALTERNATE NO. 9 OMIT INTERIOR BUILD OUT OF NUTRITION  
& FOOD SERVICES OFFICE AREA, ROOMS 109, 110, 111,  
112, & 113. SEE DRAWING F1/AS-03.

Minus

ALT NO. 10

Minus

ALT NO. 1

Minus

ALT NO. 2

Minus

ALT NO. 3

Minus

ALT NO. 4

Minus

ALT NO. 5

Minus

ALT NO. 6

Minus

ALT NO. 7

Minus

ALT NO. 8

Minus

ALT NO. 9

ALT DEDUCT J - BID

ALTERNATE DEDUCT K

BASED BID

ALTERNATE NO. 11 OMIT NUTRITION & FOOD SERVICE  
OFFICE STRUCTURE, WALLS, WINDOWS, ROOFING AND ALL  
ASSOCIATED FINISHES IN THEIR ENTIRETY. SEE DRAWING  
D1/AS-03.

Minus  
ALT NO. 10  
Minus  
ALT NO. 1  
Minus  
ALT NO. 2  
Minus  
ALT NO. 3  
Minus  
ALT NO. 4  
Minus  
ALT NO. 5  
Minus  
ALT NO. 6  
Minus  
ALT NO. 7  
Minus  
ALT NO. 8  
Minus  
ALT NO. 9  
Minus  
ALT NO. 11

ALT DEDUCT K - BID

ALTERNATE DEDUCT L

BASED BID

ALTERNATE NO. 12 OMIT INTERIOR BUILD OUT OF DINING  
ROOM 102 & SERVING LINE 104. SEE DRAWING D7/AS-04

Minus

ALT NO. 10

Minus

ALT NO. 1

Minus

ALT NO. 2

Minus

ALT NO. 3

Minus

ALT NO. 4

Minus

ALT NO. 5

Minus

ALT NO. 6

Minus

ALT NO. 7

Minus

ALT NO. 8

Minus

ALT NO. 9

Minus

ALT NO. 11

Minus

ALT NO. 12

ALT DEDUCT L - BID

### 1.3 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

- A. AFTER AWARD OF CONTRACT, Contractor is to provide his/her own drawings and specifications as downloaded from [www.fbo.gov](http://www.fbo.gov)

### 1.4 CONSTRUCTION SECURITY REQUIREMENTS

- A. Security Plan: The requirements for security are as follows:

1. All contractor and subcontractor employees that are to be on VA grounds are to submit the information following to the sponsor at least two weeks prior to requesting a badge. All employees of the contractor may be subject to a background investigation and the VA has the right to refuse to badge any employee that would not pass the background investigation. It is expected that the contractor will have the employee scheduled for the issuance of a badge well in advance of starting work. Due to the badge process, the employee will not be able come to the VA, receive badge, and conduct work on same day.

Sponsor/Manager Info for contractors: (Add name of sponsor)

Flash Badge requirements:

First, middle and last name

DOB

SSN

Height

Eye Color

Hair Color

Contract End Date – according to the PIV conf call, this would be the date after option years – up to 3 years from issuance.

Name of Firm or Company

Name of COR

2. The security plan defines both physical and administrative security procedures that will remain effective for the entire duration of the project.
3. The General Contractor is responsible for assuring that all sub-contractors working on the project and their employees also comply with these regulations.

B. Security Procedures:

1. General Contractor's employees shall not enter the project site without appropriate badge. They may also be subject to inspection of their personal effects when entering or leaving the project site.
2. For working outside the "regular hours" as defined in the contract, the General Contractor shall give 3 days notice to the Contracting Officer so that security arrangements can be provided for the employees. This notice is separate from any notices required for utility shutdown described later in this section.
3. No photography of VA premises is allowed without written permission of the Contracting Officer.
4. VA reserves the right to close down or shut down the project site and order General Contractor's employees off the premises in the event of a national emergency. The General Contractor may return to the site only with the written approval of the Contracting Officer.

C. Key Control:

1. Door hardware installed in construction doors is to be self closing and storage function lock, able to receive a BEST 7 pin core and only operable with a key. The VA will install the construction core and



issue keys to the contractor's personnel. All construction fences are to be locked with a VA lock in series so VA engineering and police personnel have emergency access at all times. Keys to necessary construction areas can be checked out with the approval of the COR. The contractor is to give a minimum of 1 week notice for security approval for areas that need to be entered for construction purposes.

2. The General Contractor shall turn over all permanent lock cylinders to the VA locksmith for permanent installation. See Section 08 71 00, DOOR HARDWARE and coordinate.
3. VA construction core keys will be issued to the contractor as deemed necessary by the COR. All keys must be returned when no longer needed or upon completion of the contract. **There will be a \$25 charge for each key not returned at the end of the contract. Should VA security be compromised as a result of failure to return a key(s), there will be an additional charge to the contractor of \$25 for each door re-cored.**

D. Document Control:

1. Before starting any work, the General Contractor/Sub Contractors shall submit an electronic security memorandum describing the approach to following goals and maintaining confidentiality of "sensitive information".
2. The General Contractor is responsible for safekeeping of all drawings, project manual and other project information. This information shall be shared only with those with a specific need to accomplish the project.
4. Certain documents, sketches, videos or photographs and drawings may be marked "Law Enforcement Sensitive" or "Sensitive Unclassified". Secure such information in separate containers and limit the access to only those who will need it for the project. Return the information to the Contracting Officer upon request.
5. These security documents shall not be removed or transmitted from the project site without the written approval of Contracting Officer.
6. All paper waste or electronic media such as CD's and diskettes shall be shredded and destroyed in a manner acceptable to the VA.

7. Notify Contracting Officer and Site Security Officer immediately when there is a loss or compromise of "sensitive information".
8. All electronic information shall be stored in specified location following VA standards and procedures using an Engineering Document Management Software (EDMS).
  - a. Security, access and maintenance of all project drawings, both scanned and electronic shall be performed and tracked through the EDMS system.
  - b. "Sensitive information" including drawings and other documents may be attached to e-mail provided all VA encryption procedures are followed.

E. Motor Vehicle Restrictions

1. Parking for all contractors and subcontractors is limited to the areas as instructed by the COR and shown on the contract drawings.

**1.5 FIRE SAFETY AND OSHA SAFTY PLAN**

A. Applicable Publications: Publications listed below form part of this Article to extent referenced. Publications are referenced in text by basic designations only.

1. American Society for Testing and Materials (ASTM):

E84-2008.....Surface Burning Characteristics of Building  
Materials

2. National Fire Protection Association (NFPA):

10-2006.....Standard for Portable Fire Extinguishers

30-2007.....Flammable and Combustible Liquids Code

51B-2003.....Standard for Fire Prevention during Welding,  
Cutting and Other Hot Work

70-2007.....National Electrical Code

241-2004.....Standard for Safeguarding Construction,  
Alteration, and Demolition Operations

3. Occupational Safety and Health Administration (OSHA):

29 CFR 1926.....Safety and Health Regulations for Construction

- B. Fire Safety Plan: Establish and maintain a fire protection program in accordance with 29 CFR 1926. Prior to start of work, prepare a plan detailing project-specific fire safety measures, including periodic status reports, and submit to the COR and Facility Safety Officer for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES. Prior to any worker for the contractor or subcontractors beginning work, they shall undergo a safety briefing provided by the general contractor's competent person per OSHA requirements. This briefing shall include information on the construction limits, VAMC safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of VAMC equipment, etc. Documentation shall be provided to the COR that individuals have undergone contractor's safety briefing.
- C. OSHA Safety Plan: The contractor is to submit a safety plan modified to cover the scope of the project. This safety plan is to be submitted for review by the Facility Safety Officer for compliance. All subcontractors are to have their own safety plan per OSHA requirements and must align and comply with the general contractor's approved safety plan. The contractor is also to submit all required Material Safety Data Sheets (MSDS) that apply to the project for VA file.
- D. Confined Space Access: Conform to all requirements of OSHA for working in/around any space meeting the definition of "confined space" by OSHA.
- E. Site and Building Access: Maintain free and unobstructed access to facility emergency services and for fire, police and other emergency response forces in accordance with NFPA 241.
- F. Separate temporary facilities, such as trailers, storage sheds, and dumpsters, from existing buildings and new construction by distances in accordance with NFPA 241. For small facilities with less than 6m (20 feet) exposing overall length, separate by 3m (10 feet).
- G. Temporary Construction Partitions: (NO WOOD ALLOWED)
1. Install and maintain temporary construction partitions to provide smoke-tight separations between construction areas, the areas that are described in phasing requirements and adjoining areas. Construction partitions are to be constructed of gypsum board on metal steel studs. Construction partitions in patient area are to contain fire rated sound proofing material. Extend the partitions through suspended ceilings to floor slab deck or roof. Seal joints

- and penetrations. At door openings, install Class C, ¾ hour fire/smoke rated doors with self-closing devices.
2. Install fire-rated temporary construction partitions as shown on drawings to maintain integrity of existing exit stair enclosures, exit passageways, fire-rated enclosures of hazardous areas, horizontal exits, smoke barriers, vertical shafts and openings enclosures.
  3. Close openings in smoke barriers and fire-rated construction to maintain fire ratings. Seal penetrations with listed through-penetration firestop materials in accordance with Section 07 84 00, FIRESTOPPING.
- H. Temporary Heating and Electrical: Install, use and maintain installations in accordance with 29 CFR 1926, NFPA 241 and NFPA 70.
- I. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with the COR.
- J. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily. Report the findings and corrective actions weekly to the COR.
- K. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10. Contractor is to ensure annual testing and monthly inspections of extinguishers is completed and documented as required.
- L. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- M. Standpipes: Install and extend standpipes up with each floor in accordance with 29 CFR 1926 and NFPA 241. Do not charge wet standpipes subject to freezing until weather protected.
- N. Sprinklers: Install, test and activate new automatic sprinklers prior to removing existing sprinklers.
- O. Existing Fire Protection: Do not impair automatic sprinklers, smoke and heat detection, and fire alarm systems, except for portions immediately under construction, and temporarily for connections. Provide fire watch for impairments more than 4 hours in a 24-hour period. Request

interruptions in accordance with Article, OPERATIONS AND STORAGE AREAS, and coordinate with the COR. All existing or temporary fire protection systems (fire alarms, sprinklers) located in construction areas shall be tested as coordinated with the Health Care System. Parameters for the testing and results of any tests performed shall be recorded by the Health Care System and copies provided to the COR.

- P. Smoke Detectors: Prevent accidental operation. Remove temporary covers at end of work operations each day. Coordinate with the COR.
- Q. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with the COR. Obtain permits from the COR at least 2 hours in advance.
- R. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to the COR.
- S. Smoking: Smoking is prohibited in and adjacent to construction areas inside existing buildings and additions under construction. In separate and detached buildings under construction, smoking is prohibited except in designated smoking rest areas.
- T. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- U. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.
- V. If required, submit documentation to the COR that personnel have been trained in the fire safety aspects of working in areas with impaired structural or compartmentalization features.

#### **1.6 OPERATIONS AND STORAGE AREAS**

- A. The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the Contracting Officer. The Contractor shall hold and save the Government, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.
- B. Temporary buildings (e.g., storage sheds, shops, offices) and utilities may be erected by the Contractor only with the approval of the Contracting Officer and shall be built with labor and materials furnished by the Contractor without expense to the Government. The

temporary buildings and utilities shall remain the property of the Contractor and shall be removed by the Contractor at its expense upon completion of the work. With the written consent of the Contracting Officer, the buildings and utilities may be abandoned and need not be removed.

- C. The Contractor shall, under regulations prescribed by the Contracting Officer, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the Contracting Officer. When materials are transported in prosecuting the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any Federal, State, or local law or regulation. When it is necessary to cross curbs or sidewalks, the Contractor shall protect them from damage. The Contractor shall repair or pay for the repair of any damaged curbs, sidewalks, or roads.
- D. Working space and space available for storing materials shall be as determined by the COR.
- E. Workmen are subject to rules of Health Care System applicable to their conduct.
- F. Execute work so as to interfere as little as possible with normal functioning of Health Care System as a whole, including operations of utility services, fire protection systems and any existing equipment, and with work being done by others. Keep roads clear of construction materials, debris, standing construction equipment and vehicles at all times. Use of equipment and tools that transmit vibrations and noises through the building structure, are not permitted in buildings that are occupied, during construction, jointly by patients or medical personnel, and Contractor's personnel, except as permitted by COR where required by limited working space.
  - 1. Do not store materials and equipment in other than assigned areas.
  - 2. Schedule delivery of materials and equipment to immediate construction working areas within buildings in use by Department of Veterans Affairs in quantities sufficient for not more than two work days. Do not have deliveries sent to the VA warehouse. Provide unobstructed access to Health Care System areas required to remain in operation.

3. Where access by Health Care System personnel to vacated portions of buildings is not required, storage of Contractor's materials and equipment will be permitted subject to fire and safety requirements.
- G. Phasing: To insure such executions, Contractor shall furnish the COR with a schedule of approximate dates on which the Contractor intends to accomplish work in each specific area of site, building or portion thereof. In addition, Contractor shall notify the COR 2 weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof. Arrange such dates to insure accomplishment of this work in successive phases mutually agreeable to Health Care System Director, COR and Contractor.
- H. Building No. 4 will be occupied during performance of work.
1. Contractor shall take all measures and provide all material necessary for protecting existing equipment and property in affected areas of construction against dust and debris, so that equipment and affected areas to be used in the Health Care System's operations will not be hindered. Contractor shall permit access to Department of Veterans Affairs' personnel and patients through other construction areas which serve as routes of access to such affected areas and equipment. Coordinate alteration work in areas occupied by Department of Veterans Affairs so that Health Care System operations will continue during the construction period.
  2. Contractor shall take all measures and provide all material necessary to protect existing equipment and building(s) which may be altered or exposed to the environment from weather related damage during the construction project.
- I. Construction Fence: Before construction operations begin, Contractor shall provide a chain link construction fence, 2.1m (7 feet) minimum height, around the construction storage and dumpster areas indicated on the drawings. Provide gates as required for access with necessary hardware, including hasps and padlocks. Fasten fence fabric to terminal posts with tension bands and to line posts and top and bottom rails with tie wires spaced at maximum 375mm (15 inches). Bottom of fences shall extend to 25mm (one inch) above grade. Remove the fence when directed by COR.
- J. Utilities Services: Maintain existing utility services for Health Care System at all times. Provide temporary facilities, labor, materials,

equipment, connections, and utilities to assure uninterrupted services. Where necessary to cut existing water, steam, gases, sewer or air pipes, or conduits, wires, cables, etc. of utility services or of fire protection systems and communications systems (including telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where directed by COR.

1. No utility service such as water, gas, steam, sewers or electricity, or fire protection systems and communications systems may be interrupted without prior approval of COR. No "HOT TAPPING" of any utility service other than storm or sanitary utilities is allowed unless under extreme circumstances. If these circumstances are determined appropriate and approved by the COR, all work must follow Facilities Management Memorandum 23 "Hot Tapping Procedures".

All services under work shall be isolated and all energy released before work begins. Electrical work shall be accomplished with all affected circuits or equipment de-energized. When an electrical outage cannot be accomplished, work on any energized circuits or equipment shall not commence without the Health Care System Director's prior knowledge and written approval. Refer to specification Section 26 05 11, REQUIREMENTS FOR ELECTRICAL INSTALLATIONS, 27 05 11 REQUIREMENTS FOR COMMUNICATIONS INSTALLATIONS and 28 05 11, REQUIREMENTS FOR ELECTRONIC SAFETY AND SECURITY INSTALLATIONS for additional requirements.

2. Contractor shall submit a request to interrupt any such services to the COR, in writing, 72 hours in advance of proposed interruption. Request shall state reason, date, exact areas of the Health Care System affected, exact time of, and approximate duration of such interruption.
3. Contractor will be advised (in writing) of approval of request, or of which other date and/or time such interruption will cause least inconvenience to operations of Health Care System. Interruption time approved by Health Care System may occur at other than Contractor's normal working hours and at no additional charge to the VA.
4. Major interruptions of any system must be requested, in writing, at least 15 calendar days prior to the desired time and shall be performed as directed by the COR.



5. In case of a contract construction emergency, service will be interrupted on approval of COR. Such approval will be confirmed in writing as soon as practical.
  6. Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.
- K. Abandoned Lines: All service lines such as wires, cables, conduits, ducts, pipes and the like, and their hangers or supports, which are to be abandoned but are not required to be entirely removed, shall be sealed, capped or plugged. The lines shall not be capped in finished areas, but shall be removed and sealed, capped or plugged in ceilings, within furred spaces, in unfinished areas, or within walls or partitions; so that they are completely behind the finished surfaces.
- L. To minimize interference of construction activities with flow of Health Care System traffic, comply with the following:
1. Keep roads, walks and entrances to grounds, to parking and to occupied areas of buildings clear of construction materials, debris and standing construction equipment and vehicles. Wherever excavation for new utility lines cross existing roads, at least one lane must be open to traffic at all times.
  2. Method and scheduling of required cutting, altering and removal of existing roads; walks and entrances must be approved by the COR.
- M. Coordinate the work for this contract with other construction operations as directed by the COR. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.

#### **1.7 ALTERATIONS**

- A. Survey: Before any work is started, the Contractor shall make a thorough survey with the COR, of areas of buildings in which alterations occur and areas which are anticipated routes of access, and furnish a report, signed by both, to the Contracting Officer. This report shall list by rooms and spaces:
1. Existing condition and types of resilient flooring, doors, windows, walls and other surfaces not required to be altered throughout affected areas of the building.

2. Existence and conditions of items such as plumbing fixtures and accessories, electrical fixtures, equipment, venetian blinds, shades, etc., required by drawings to be either reused or relocated, or both.
  3. Shall note any discrepancies between drawings and existing conditions at site.
  4. Shall designate areas for working space, materials storage and routes of access to areas within buildings where alterations occur and which have been agreed upon by Contractor and the COR.
- B. Any items required by drawings to be either reused or relocated or both, found during this survey to be nonexistent, or in opinion of the COR, to be in such condition that their use is impossible or impractical, shall be furnished and/or replaced by the Contractor with new items in accordance with specifications which will be furnished by Government. Provided the contract work is changed by reason of this subparagraph B, the contract will be modified accordingly, under provisions of clause entitled "DIFFERING SITE CONDITIONS" (FAR 52.236-2) and "CHANGES" (FAR 52.243-4 and VAAR 852.236-88.
- C. Any items which are to be removed during demolition shall be reviewed with the COR for disposition. The COR will make the determination whether or not the VAMC will retain possession of such items. If the determination is that the VAMC does not want the item(s), disposal is the responsibility of the contractor.
- D. Re-Survey: Thirty days before expected partial or final inspection date, the Contractor and COR together shall make a thorough re-survey of the areas of buildings involved. They shall furnish a report on conditions then existing, of resilient flooring, doors, windows, walls and other surfaces as compared with conditions of same as noted in first condition survey report:
1. Re-survey report shall also list any damage caused by Contractor to such flooring and other surfaces, despite protection measures; and, will form basis for determining extent of repair work required of Contractor to restore damage caused by Contractor's workmen in executing work of this contract.
- E. Protection: Provide the following protective measures:

1. Wherever existing roof surfaces are disturbed they shall be protected against water infiltration. In case of leaks, they shall be repaired immediately upon discovery.
2. Temporary protection against damage for portions of existing structures and grounds where work is to be done, materials handled and equipment moved and/or relocated.
3. Protection of interior of existing structures at all times, from damage, dust and weather inclemency. Wherever work is performed, floor surfaces that are to remain in place shall be adequately protected prior to starting work, and this protection shall be maintained intact until all work in the area is completed.

#### **1.8 INFECTION PREVENTION MEASURES**

- A. Implement the requirements of VAMC's Infection Control Risk Assessment (ICRA) team. ICRA Group may monitor dust in the vicinity of the construction work and require the Contractor to take corrective action immediately if the safe levels are exceeded.
- B. Establish and maintain a dust control program as part of the contractor's infection preventive measures in accordance with the guidelines provided by ICRA Group. Prior to start of work, prepare a plan detailing project-specific dust protection measures, including periodic status reports, and submit to the COR for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES.
  1. All personnel involved in the construction or renovation activity shall be educated and trained in infection prevention measures established by the Health Care System.
- C. Health Care System Infection Control personnel shall monitor for airborne disease (e.g. aspergillosis) as appropriate during construction. A baseline of conditions may be established by the Health Care System prior to the start of work and periodically during the construction stage to determine impact of construction activities on indoor air quality. In addition:
  1. The COR and VAHCS Infection Control personnel shall review pressure differential monitoring documentation to verify that pressure differentials in the construction zone and in the patient-care rooms are appropriate for their settings. **The requirement for a specific**

- level of negative air pressure in the construction zone shall depend on the location and type of activity (minimum of 4 air exchanges per hour).** Upon notification, the contractor shall implement corrective measures to restore proper pressure differentials as needed.
2. In case of any problem, the Health Care System, along with assistance from the contractor, shall conduct an environmental assessment to find and eliminate the source.
- D. In general, following preventive measures shall be adopted during construction to keep down dust and prevent mold.
1. Dampen debris to keep down dust and provide temporary construction partitions in existing structures where directed by COR. Blank off ducts and diffusers to prevent circulation of dust and debris into occupied areas during construction phasing. All ductwork determined to be contaminated during construction shall be cleaned by the contractor at the contractor's expense.
  2. Do not perform dust producing tasks within occupied areas without the approval of the COR. For construction in any areas that will remain jointly occupied by the Health Care System and Contractor's workers, the Contractor shall:
    - a. Provide dust proof deck to deck minimum one-hour fire-rated temporary drywall on metal steel stud construction barriers to completely separate construction from the operational areas of the hospital in order to contain dirt debris and dust. The barrier must be constructed to the equivalence of the separation it replaces for fire and smoke rating. Barriers shall be sealed, painted, made presentable and maintained on hospital occupied side. Barrier also to be two sided with sound proofing insulation if in a patient accessible area. Install a self-closing rated door with a in a metal frame, commensurate with the partition, to allow worker access. The door shall be provided with a positive latch and lock that will accept a 7-pin BEST core. VA will key this lock to the VA construction key. Maintain negative air at all times. Negative air shall be exhausted at a rate of 4 air changes per hour. Approved exhaust fans and air scrubbers provided for negative air shall display their exhaust rate, and shall be ducted to a window and sealed to prevent air infiltration from the outside. Window box fans are not acceptable. Contractor must

provide a means to show the COR that negative air is provided upon request at any time. A fire retardant polystyrene, 6-mil thick or greater plastic barrier meeting local fire codes may be used where dust control is the only hazard, and cannot exceed one 8 hour tour. If the work is to take longer, a sheet rock and metal steel stud barrier is to be used unless an agreement is reached with the COR and Health Care System.

- b. HEPA filtration is required where the exhaust dust may reenter the breathing zone. Contractor shall verify that construction exhaust to exterior is not reintroduced to the Health Care System through intake vents, or building openings. Install HEPA (High Efficiency Particulate Accumulator) filter vacuum system rated at 95% capture of 0.3 microns including pollen, mold spores and dust particles. Insure continuous negative air pressures occurring within the work area. HEPA filters should have ASHRAE 85 or other prefilter to extend the useful life of the HEPA. Provide both primary and secondary filtrations units. Exhaust hoses shall be heavy duty, flexible steel reinforced and exhausted so that dust is not reintroduced to the Health Care System.
- c. Adhesive Walk-off/Carpet Walk-off Mats, minimum 600mm x 900mm (24" x 36"), shall be used at all interior transitions from the construction area to occupied Health Care System area. These mats shall be changed as often as required to maintain clean work areas directly outside construction area at all times.
- d. Vacuum and wet mop all transition areas from construction to the occupied Health Care System at the end of each workday. Vacuum shall utilize HEPA filtration. Maintain surrounding area frequently. Remove debris as they are created. Transport these outside the construction area in containers with tightly fitting lids.
- e. The contractor shall not haul debris through patient-care areas without prior approval of the COR and the Health Care System. When, approved, debris shall be hauled in enclosed dust proof containers or wrapped in plastic and sealed with duct tape. No sharp objects should be allowed to cut through the plastic. Wipe down the exterior of the containers with a damp rag to remove dust. All equipment, tools, material, etc. transported through

occupied areas shall be made free from dust and moisture by vacuuming and wipe down.

- f. Using a HEPA vacuum, clean inside the barrier and vacuum ceiling tile prior to replacement. Any ceiling access panels opened for investigation beyond sealed areas shall be sealed immediately when unattended.
- g. There shall be no standing water during construction. This includes water in equipment drip pans and open containers within the construction areas. All accidental spills must be cleaned up and dried within 12 hours. Remove and dispose of porous materials that remain damp for more than 72 hours.
- h. After completion of construction phasing, remove construction barriers and ceiling protection carefully. At the discretion of the COR, there may be areas on the VAHCS campus that will require the installation and removal of construction barriers outside of normal work hours. This work is to be completed as directed by the COR at no additional charge to the VA. Provide 48 hour notice to the COR regarding the scheduling of the installation or removal of construction barriers that meet the criteria referred to above. Vacuum and clean all surfaces free of dust after construction barrier is removed.

E. Final Cleanup:

- 1. Upon completion of project, or as work progresses, remove all construction debris from above ceiling, vertical shafts and utility chases that have been part of the construction.
- 2. Perform HEPA vacuum cleaning of all surfaces in the construction area. This includes walls, ceilings, cabinets, furniture (built-in or free standing), partitions, flooring, etc.
- 3. All new air ducts shall be cleaned prior to final inspection.

**1.9 DISPOSAL AND RETENTION**

A. Materials and equipment accruing from work removed and from demolition of buildings or structures, or parts thereof, shall be disposed of as follows:

- 1. Reserved items which are to remain property of the Government are identified by attached tags or noted on drawings or in specifications

as items to be stored. Items that remain property of the Government shall be removed or dislodged from present locations in such a manner as to prevent damage which would be detrimental to re-installation and reuse. Store such items where directed by COR.

2. Items not reserved shall become property of the Contractor and be removed by Contractor from Health Care System.
3. Items of portable equipment and furnishings located in rooms and spaces in which work is to be done under this contract shall remain the property of the Government. When rooms and spaces are vacated by the Department of Veterans Affairs during the alteration period, such items which are NOT required by drawings and specifications to be either relocated or reused will be removed by the Government in advance of work to avoid interfering with Contractor's operation.
4. PCB Transformers and Capacitors: The Contractor shall be responsible for disposal of the Polychlorinated Biphenyl (PCB) transformers and capacitors. The transformers and capacitors shall be taken out of service and handled in accordance with the procedures of the Environmental Protection Agency (EPA) and the Department of Transportation (DOT) as outlined in Code of Federal Regulation (CFR), Titled 40 and 49 respectively. The EPA's Toxic Substance Control Act (TSCA) Compliance Program Policy Nos. 6-PCB-6 and 6-PCB-7 also apply. Upon removal of PCB transformers and capacitors for disposal, the "originator" copy of the Uniform Hazardous Waste Manifest (EPA Form 8700-22), along with the Uniform Hazardous Waste Manifest Continuation Sheet (EPA Form 8700-22A) shall be returned to the Contracting Officer who will annotate the contract file and transmit the Manifest to the Health Care System's Chief.
  - a. Copies of the following listed CFR titles may be obtained from the Government Printing Office:
    - 40 CFR 261.....Identification and Listing of Hazardous Waste
    - 40 CFR 262.....Standards Applicable to Generators of Hazardous Waste
    - 40 CFR 263.....Standards Applicable to Transporters of Hazardous Waste
    - 40 CFR 761.....PCB Manufacturing, Processing, Distribution in Commerce, and use Prohibitions

49 CFR 172.....Hazardous Material tables and Hazardous Material  
Communications Regulations

49 CFR 173.....Shippers - General Requirements for Shipments  
and Packaging

49 CFR 173.....Subpart A General

49 CFR 173.....Subpart B Preparation of Hazardous Material for  
Transportation

49 CFR 173.....Subpart J Other Regulated Material; Definitions  
and Preparation

TSCA.....Compliance Program Policy Nos. 6-PCB-6 and  
6-PCB-7

**1.10 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND  
IMPROVEMENTS**

- A. The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which is not to be removed and which does not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the Contracting Officer.
- B. The Contractor shall protect from damage all existing improvements and utilities at or near the work site and on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.
- C. Refer to Section 01 57 19, TEMPORARY ENVIRONMENTAL CONTROLS, for additional requirements on protecting vegetation, soils and the environment. Refer to Articles, "Alterations", "Restoration", and



"Operations and Storage Areas" for additional instructions concerning repair of damage to structures and site improvements. At a minimum, the contractor is to comply with all EPA regulations for protection from storm water pollution that would be caused by construction and implement all required safeties to maintain compliance. Also, all wash downs for concrete trucks are to be conducted off site. No containment areas are allowed on site.

- D. Refer to FAR clause 52.236-7, "Permits and Responsibilities," which is included in General Conditions. A National Pollutant Discharge Elimination System (NPDES) or Storm Water Pollution Prevention Plan (SWPPP) permit is required for this project. The Contractor is considered an "operator" under the permit and has extensive responsibility for compliance with permit requirements. VA will make the permit application available at the (appropriate Health Care System) office. The apparent low bidder, contractor and affected subcontractors shall furnish all information and certifications that are required to comply with the permit process and permit requirements. Many of the permit requirements will be satisfied by completing construction as shown and specified. Some requirements involve the Contractor's method of operations and operations planning and the Contractor is responsible for employing best management practices. The affected activities often include, but are not limited to the following:

- Designating areas for equipment maintenance and repair;
- Providing waste receptacles at convenient locations and provide regular collection of wastes;
- Locating equipment wash down areas on site, and provide appropriate control of wash-waters; concrete truck wash down is not allowed on site.
- Providing protected storage areas for chemicals, paints, solvents, fertilizers, and other potentially toxic materials; and
- Providing adequately maintained sanitary facilities.

#### **1.11 RESTORATION**

- A. Remove, cut, alter, replace, patch and repair existing work as necessary to install new work. Except as otherwise shown or specified, do not cut, alter or remove any structural work, and do not disturb any ducts,

plumbing, steam, gas, or electric work without approval of the COR. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the COR before it is disturbed. Materials and workmanship used in restoring work shall conform in type and quality to that of original existing construction, except as otherwise shown or specified.

- B. Upon completion of contract, deliver work complete and undamaged. Existing work (walls, ceilings, partitions, floors, mechanical and electrical work, lawns, paving, roads, walks, etc.) disturbed or removed as a result of performing required new work, shall be patched, repaired, reinstalled, or replaced with new work, and refinished and left in as good condition as existed before commencing work.

1. Restoration of grassy surfaces shall be arranged in accordance with the appropriate seasonal requirements and approval of the

COR. Adequate watering of seeded/sodded areas shall be provided by the contractor.

- C. At Contractor's own expense, Contractor shall immediately restore to service and repair any damage caused by Contractor's workmen to existing piping and conduits, wires, cables, etc., of utility services or of fire protection systems and communications systems (including telephone) which are indicated on drawings and which are not scheduled for discontinuance or abandonment.

- D. Expense of repairs to such utilities and systems not shown on drawings or locations of which are unknown will be covered by adjustment to contract time and price in accordance with clause entitled "CHANGES" (FAR 52.243-4 and VAAR 852.236-88) and "DIFFERING SITE CONDITIONS" (FAR 52.236-2).

#### **1.12 PROFESSIONAL SURVEYING SERVICES**

A registered professional land surveyor or registered civil engineer whose services are retained and paid for by the Contractor shall perform services specified herein and in other specification sections. The Contractor shall certify that the land surveyor or civil engineer is not one who is a regular employee of the Contractor, and that the land surveyor or civil engineer has no financial interest in this contract.

### **1.13 LAYOUT OF WORK**

- A. The Contractor shall lay out the work from Government established base lines and bench marks, indicated on the drawings, and shall be responsible for all measurements in connection with the layout. The Contractor shall furnish, at Contractor's own expense, all stakes, templates, platforms, equipment, tools, materials, and labor required to lay out any part of the work. The Contractor shall be responsible for executing the work to the lines and grades that may be established or indicated by the Contracting Officer. The Contractor shall also be responsible for maintaining and preserving all stakes and other marks established by the Contracting Officer until authorized to remove them. If such marks are destroyed by the Contractor or through Contractor's negligence before their removal is authorized, the Contracting Officer may replace them and deduct the expense of the replacement from any amounts due or to become due to the Contractor.
- B. Establish and plainly mark center lines for each building and/or addition to each existing building, and such other lines and grades that are reasonably necessary to properly assure that location, orientation, and elevations established for each such structure and/or addition, roads, parking lots, are in accordance with lines and elevations shown on contract drawings.
- C. Following completion of general mass excavation and before any other permanent work is performed, establish and plainly mark (through use of appropriate batter boards or other means) sufficient additional survey control points or system of points as may be necessary to assure proper alignment, orientation, and grade of all major features of work. Survey shall include, but not be limited to, location of lines and grades of footings, exterior walls, center lines of columns in both directions, major utilities and elevations of floor slabs:
  - 1. Such additional survey control points or system of points thus established shall be checked and certified by a registered land surveyor or registered civil engineer. Furnish such certification to the COR before any work (such as footings, floor slabs, columns, walls, utilities and other major controlling features) is placed.
- D. During progress of work, and particularly as work progresses from floor to floor, Contractor shall have line grades and plumbness of all major form work checked and certified by a registered land surveyor or registered civil engineer as meeting requirements of contract drawings.

Furnish such certification to the COR before any major items of concrete work are placed. In addition, Contractor shall also furnish to the COR certificates from a registered land surveyor or registered civil engineer that the following work is complete in every respect as required by contract drawings.

1. Lines of each building and/or addition.
  2. Elevations of bottoms of footings and tops of floors of each building and/or addition.
  3. Lines and elevations of sewers and of all outside distribution systems.
  4. Lines of elevations of all swales and interment areas.
  5. Lines and elevations of roads, streets and parking lots.
- E. Whenever changes from contract drawings are made in line or grading requiring certificates, record such changes on a reproducible drawing bearing the registered land surveyor or registered civil engineer seal, and forward these drawings upon completion of work to COR.
- F. The Contractor shall perform the surveying and layout work of this and other articles and specifications in accordance with the provisions of Article "Professional Surveying Services".

#### **1.14 AS-BUILT DRAWINGS**

- A. The contractor shall maintain two full size sets of as-built drawings which will be kept current during construction of the project, to include all contract changes, modifications and clarifications.
- B. All variations shall be shown in the same general detail as used in the contract drawings. To insure compliance, as-built drawings shall be made available for the COR's review, as often as requested.
- C. Contractor shall deliver two approved completed sets of as-built drawings to the COR within 15 calendar days after each completed phase and after the acceptance of the project by the COR.
- D. Paragraphs A, B, & C shall also apply to all shop drawings.

#### **1.15 USE OF ROADWAYS**

- A. For hauling, use only established public roads and roads on Health Care System property and, when authorized by the COR, such temporary roads

which are necessary in the performance of contract work. Temporary roads shall be constructed by the Contractor at Contractor's expense. When necessary to cross curbing, sidewalks, or similar construction, they must be protected by well constructed bridges.

- B. When new permanent roads are to be a part of this contract, Contractor may construct them immediately for use to facilitate building operations. These roads may be used by all who have business thereon within zone of building operations.
- C. When certain buildings (or parts of certain buildings) are required to be completed in advance of general date of completion, all roads leading thereto must be completed and available for use at time set for completion of such buildings or parts thereof.

#### **1.16 TEMPORARY USE OF MECHANICAL AND ELECTRICAL EQUIPMENT**

- A. Use of new installed mechanical and electrical equipment to provide heat, ventilation, plumbing, light and power will be permitted subject to compliance with the following provisions:
  - 1. Permission to use each unit or system must be given by the COR. If the equipment is not installed and maintained in accordance with the following provisions, the COR will withdraw permission for use of the equipment.
  - 2. Electrical installations used by the equipment shall be completed in accordance with the drawings and specifications to prevent damage to the equipment and the electrical systems, i.e. transformers, relays, circuit breakers, fuses, conductors, motor controllers and their overload elements shall be properly sized, coordinated and adjusted. Voltage supplied to each item of equipment shall be verified to be correct and it shall be determined that motors are not overloaded. The electrical equipment shall be thoroughly cleaned before using it and again immediately before final inspection including vacuum cleaning and wiping clean interior and exterior surfaces.
  - 3. Units shall be properly lubricated, balanced, and aligned. Vibrations must be eliminated.
  - 4. Automatic temperature control systems for preheat coils shall function properly and all safety controls shall function to prevent coil freeze-up damage.

5. The air filtering system utilized shall be that which is designed for the system when complete, and all filter elements shall be replaced at completion of construction and prior to testing and balancing of system.
  6. All components of heat production and distribution system, metering equipment, condensate returns, and other auxiliary facilities used in temporary service shall be cleaned prior to use; maintained to prevent corrosion internally and externally during use; and cleaned, maintained and inspected prior to acceptance by the Government.
- B. Prior to final inspection, the equipment or parts used which show wear and tear beyond normal, shall be replaced with identical replacements, at no additional cost to the Government.
- C. This paragraph shall not reduce the requirements of the mechanical and electrical specifications sections.

#### **1.17 TEMPORARY USE OF EXISTING ELEVATORS**

- A. Use of existing elevators for handling building materials and Contractor's personnel will be permitted subject to following provisions:
1. Contractor makes all arrangements with the COR for use of elevators. The COR will ascertain that elevators are in proper condition.
  2. Contractor covers and provides maximum protection of following elevator components:
    - a. Entrance jambs, heads soffits and threshold plates.
    - b. Entrance columns, canopy, return panels and inside surfaces of car enclosure walls.
    - c. Finish flooring.

#### **1.18 TEMPORARY USE OF NEW ELEVATORS**

- A. The Contractor and his personnel shall be permitted use of new elevator(s) subject to the following provisions:
1. Contractor shall make arrangements with the COR for use of elevator(s). Contractor may obtain elevator(s) for exclusive use.
  2. Prior to the use of elevator(s), the Contractor shall have the elevator(s) inspected and accepted by an ASME accredited, certified

- elevator safety inspector. The acceptance report shall be submitted to the COR.
3. Submit to the COR the schedule and procedures for maintaining equipment. Indicate the day or days of the week and total hours required for maintenance. A report shall be submitted to the COR monthly indicating the type of maintenance conducted, hours used, and any repairs made to the elevator(s).
  4. The Contractor shall be responsible for enforcing the maintenance procedures.
  5. During temporary use of elevator(s) all repairs, equipment replacement and cost of maintenance shall be the responsibility of the Contractor.
  6. Personnel for operating elevator(s) shall not be provided by the Department of Veterans Affairs.
  7. Contractor shall cover and provide maximum protection of the entire elevator(s) installation.
  8. The Contractor shall arrange for the elevator company to perform operation of the elevator(s) so that an ASME accredited, certified elevator safety inspector can evaluate the equipment. The Contractor shall be responsible for any costs of the elevator company.
  9. All elevator(s) parts worn or damaged during temporary use shall be removed and replaced with new parts. This shall be determined by an ASME accredited certified elevator safety inspector after temporary use and before acceptance by the Government. Submit report to the COR for approval.
  10. Elevator shall be tested as required by the testing section of the elevator(s) specifications before acceptance by the Department of Veterans Affairs.

#### **1.19 TEMPORARY TOILETS**

- A. Contractor may have for use of Contractor's workmen, such toilet accommodations as may be assigned to Contractor by the Health Care System. Contractor shall keep such places clean and be responsible for any damage done thereto by Contractor's workmen. Failure to maintain satisfactory condition in toilets will deprive Contractor of the privilege to use such toilets.

- B. Provide where directed, (for use of all Contractor's workmen) ample temporary sanitary toilet accommodations. Keep such places clean and free from flies, and all connections and appliances connected therewith are to be removed prior to completion of contract, and premises left perfectly clean.

#### **1.20 AVAILABILITY AND USE OF UTILITY SERVICES**

- A. The Government shall make all reasonably required amounts of utilities available to the Contractor from existing outlets and supplies, as specified in the contract. The amount to be paid by the Contractor for chargeable electrical services shall be the prevailing rates charged to the Government. The Contractor shall carefully conserve any utilities furnished without charge.
- B. The Contractor, at Contractor's expense and in a workmanlike manner satisfactory to the Contracting Officer, shall install and maintain all necessary temporary connections and distribution lines. Before final acceptance of the work by the Government, the Contractor shall remove all the temporary connections, distribution lines, and associated paraphernalia.
- C. Contractor shall install meters for all utilities used for construction at Contractor's expense and furnish VA St. Cloud Health Care System a monthly record of the Contractor's usage of utilities as hereinafter specified.
- D. Heat: Furnish temporary heat necessary to prevent injury to work and materials through dampness and cold. Use of open salamanders, or any temporary heating devices which may be fire hazards or cause smoke damage to finished work, will not be permitted. Maintain minimum temperatures as specified for various materials:
  - 1. Obtain heat by connecting to Health Care System heating distribution system.
    - a. Steam is available at no cost to Contractor.
    - b. Electric Resistance heat is not allowed.
    - c. Temporary gas/fuel heaters are only allowed with a submitted plan that is approved by the COR and facility Safety Officer. All gas/fuel is to be supplied by the contractor at contractor's expense.



E. Electricity (for Construction and Testing): Furnish all temporary electric services.

1. Obtain electricity by connecting to the Health Care System electrical distribution system. The Contractor shall meter and pay for electricity required for electric cranes and hoisting devices, electrical welding devices and any electricity required to power equipment utilized to provide temporary heat to the work area. Electricity for all other uses is available at no cost to the Contractor.

E. Water (for Construction and Testing): Furnish temporary water service.

1. Obtain water by connecting to the Health Care System water distribution system. Provide reduced pressure backflow preventer at each connection. Water is available at no cost to the Contractor.
2. Maintain connections, pipe, fittings and fixtures and conserve water use so none is wasted. Failure to stop leakage or other wastes will be cause for revocation (at COR's discretion) of use of water from Health Care System's system.

F. Steam: Furnish steam system for testing required in various sections of specifications.

1. Obtain steam for testing by connecting to the Health Care System steam distribution system. Steam is available at no cost to the Contractor.
2. Maintain connections, pipe, fittings and fixtures and conserve steam use so none is wasted. Failure to stop leakage or other waste will be cause for revocation (at COR's discretion), of use of steam from the Health Care System's system.

#### **1.21 NEW TELEPHONE EQUIPMENT**

- A. The contractor shall coordinate with the work of installation of telephone equipment by others. This work shall be completed before the building is turned over to VA. All rerouting of phone and data lines (including cable tray and connections to existing equipment) in the pathway of construction is the responsibility of the contractor. Any necessary upgrades in equipment in the data closet are to be by others.

## **1.22 TESTS**

- A. Pre-test mechanical and electrical equipment and systems and make corrections required for proper operation of such systems before requesting final tests. Final test will not be conducted unless pre-tested.
- B. Conduct final tests required in various sections of specifications in presence of an authorized representative of the Contracting Officer. Contractor shall furnish all labor, materials, equipment, instruments, and forms, to conduct and record such tests.
- C. Mechanical and electrical systems shall be balanced, controlled and coordinated. A system is defined as the entire complex which must be coordinated to work together during normal operation to produce results for which the system is designed. For example, air conditioning supply air is only one part of entire system which provides comfort conditions for a building. Other related components are return air, exhaust air, steam, chilled water, refrigerant, hot water, controls and electricity, etc. If a connection and or extension is made to an existing system, balancing of the total existing system is required and is the responsibility of the contractor. The COR can demand witnessing of any required test.
- D. All related components as defined above shall be functioning when any system component is tested. Tests shall be completed within a reasonably short period of time during which operating and environmental conditions remain reasonably constant.
- E. Individual test result of any component, where required, will only be accepted when submitted with the test results of related components and of the entire system.

## **1.23 INSTRUCTIONS**

- A. Contractor shall furnish Maintenance and Operating manuals and verbal instructions when required by the various sections of the specifications and as hereinafter specified.
- B. Manuals: Maintenance and operating manuals (four copies each) for each separate piece of equipment shall be delivered to the COR coincidental with the delivery of the equipment to the job site. Manuals shall be complete, detailed guides for the maintenance and operation of equipment. They shall include complete information necessary for starting, adjusting, maintaining in continuous operation for long

periods of time and dismantling and reassembling of the complete units and sub-assembly components. Manuals shall include an index covering all component parts clearly cross-referenced to diagrams and illustrations. Illustrations shall include "exploded" views showing and identifying each separate item. Emphasis shall be placed on the use of special tools and instruments. The function of each piece of equipment, component, accessory and control shall be clearly and thoroughly explained. All necessary precautions for the operation of the equipment and the reason for each precaution shall be clearly set forth. Manuals must reference the exact model, style and size of the piece of equipment and system being furnished. Manuals referencing equipment similar to but of a different model, style, and size than that furnished will not be accepted.

- C. Instructions: Contractor shall provide qualified, factory-trained manufacturers' representatives to give detailed instructions to assigned Department of Veterans Affairs personnel in the operation and complete maintenance for each piece of equipment. All such training will be at the job site. These requirements are more specifically detailed in the various technical sections. Instructions for different items of equipment that are component parts of a complete system shall be given in an integrated, progressive manner. All instructors for every piece of component equipment in a system shall be available until instructions for all items included in the system have been completed. This is to assure proper instruction in the operation of inter-related systems. All instruction periods shall be at such times as scheduled by the COR and shall be considered concluded only when the COR is satisfied in regard to complete and thorough coverage. The Department of Veterans Affairs reserves the right to request the removal of, and substitution for, any instructor who, in the opinion of the COR, does not demonstrate sufficient qualifications in accordance with requirements for instructors above.

#### **1.24 GOVERNMENT-FURNISHED PROPERTY**

- A. The Government shall deliver to the Contractor, the Government furnished property shown on the schedule or drawings.
- B. Equipment furnished by Government to be installed by Contractor will be furnished to Contractor at the Health Care System.

- C. Storage space for equipment will be provided by the Government and the Contractor shall be prepared to unload and store such equipment therein upon its receipt at the Health Care System.
- D. Notify Contracting Officer in writing, 60 days in advance, of date on which Contractor will be prepared to receive equipment furnished by Government. Arrangements will then be made by the Government for delivery of equipment.
  - 1. Immediately upon delivery of equipment, Contractor shall arrange for a joint inspection thereof with a representative of the Government. At such time the Contractor shall acknowledge receipt of equipment described, make notations, and immediately furnish the Government representative with a written statement as to its condition or shortages.
  - 2. Contractor thereafter is responsible for such equipment until such time as acceptance of contract work is made by the Government.
- E. Equipment furnished by the Government will be delivered in a partially assembled (knock down) condition in accordance with existing standard commercial practices, complete with all fittings, fastenings, and appliances necessary for connections to respective services installed under contract. All fittings and appliances (i.e., couplings, ells, tees, nipples, piping, conduits, cables, and the like) necessary to make the connection between the Government furnished equipment item and the utility stub up shall be furnished and installed by the contractor at no additional cost to the Government.
- F. Completely assemble and install the Government furnished equipment in place ready for proper operation in accordance with specifications and drawings.
- G. Furnish supervision of installation of equipment at construction site by qualified factory trained technicians regularly employed by the equipment manufacturer.

#### **1.25 RELOCATED EQUIPMENT OR ITEMS**

- A. Contractor shall disconnect, dismantle as necessary, remove and reinstall in new location, all existing equipment and items indicated by symbol "R" or otherwise shown to be relocated by the Contractor.
- B. Perform relocation of such equipment or items at such times and in such a manner as directed by the COR.

- C. Suitably cap existing service lines, such as steam, condensate return, water, drain, gas, air, vacuum and/or electrical, whenever such lines are disconnected from equipment to be relocated. Remove abandoned lines in finished areas and cap as specified herein before under paragraph "Abandoned Lines".
- D. Provide all mechanical and electrical service connections, fittings, fastenings and any other materials necessary for assembly and installation of relocated equipment; and leave such equipment in proper operating condition.
- E. All service lines such as noted above for relocated equipment shall be in place at point of relocation ready for use before any existing equipment is disconnected. Make relocated existing equipment ready for operation or use immediately after reinstallation.

#### **1.26 SAFETY SIGNS**

- A. Provide Safety Signs to protect VA personnel and patients where directed by COR and as required by OSHA.
- B. Maintain signs and remove them when directed by the COR.

#### **1.27 HISTORIC PRESERVATION**

- A. Where the Contractor or any of the Contractor's employees, prior to, or during the construction work, are advised of or discover any possible archeological, historical and/or cultural resources, the Contractor shall immediately notify the COR verbally, and then with a written follow up.

- - - E N D - - -